



Lamoine Board of Selectmen Minutes of May 16, 2006 – Joint Workshop with Planning Board & Selectmen's Meeting

Chairman Jo Cooper called the meeting to order at 7:06 PM

Present were: Selectmen Cynthia Donaldson, Brett Jones, Jo Cooper, Richard Fennelly Jr.; Planning Board Members Gordon Donaldson, Cece Ohmart, Enid Neleski, Melody Havey, Michael Garrett, Stuart Branch; Code Enforcement Officer Dennis Ford, Harbor Master Gerald Ford and Administrative Assistant Stu Marckoon

Workshop Meeting – The Selectmen and Planning Board discussed the following areas:

- ▶ Planning Board Role and how the Planning Board, CEO, Selectmen, Town Staff and other town boards all work together
- ▶ The fines process
- ▶ The process for referring complaints to Selectmen, issuing notices of violation
- ▶ A policy for accepting written complaints only
- ▶ The hours required for the Code Enforcement Officer and his job description
- ▶ A “certificate of occupancy” for subdivision approvals and communicating conditions of approval to the CEO and the developer
- ▶ Inspections of subdivisions and gravel pits
- ▶ Subdivision fee structure
- ▶ Ordinance Development process
- ▶ Attorney access for the planning Board
- ▶ GIS Mapping
- ▶ Defining what is a subdivision

The following items will be developed as a result of the workshop

- ▶ A flow chart for the violation process
- ▶ Development of a policy to accept written complaints only by the CEO
- ▶ A subcommittee to study the CEO's job description. Cynthia, Brett, Mike, Stuart Branch, Stu Marckoon and Dennis will serve. They will meet on June 20th at 3:30 PM
- ▶ Revision of a policy on access to the town attorney
- ▶ Suggested revisions to the subdivision fee schedule

The workshop portion of the meeting ended at approximately 9:15 PM

Regular Selectmen's Meeting- Jo called this portion of the meeting to order at 9:19 PM

Special Town Meeting Warrant – Selectmen present signed a special town meeting warrant for June 15, 2006 at 7:00 PM.

Expenditure Warrant 23 – Selectmen signed warrant 23 for \$56,832.60.

Minutes – Jo moved to approve the minutes of May 4, 2006 as presented. Brett 2nd.
Vote in favor was 3-0, Donaldson abstained.

There being no further business, the meeting adjourned at 9:23 PM

Respectfully submitted,

Stu Marckoon, Adm. Asst.